

## **STOKE FLEMING PARISH COUNCIL**

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### **DRAFT MINUTES**

**A meeting of the Parish Council was held on Wednesday 5th April 2017 in the Village Hall at 7.00 pm**

Present: Councillors Katie Franks (Chairman) Mary Newman (Vice Chairman)  
Hazel Smith David Harris  
Struan Coupar Charlie Wreford-Brown  
Nick Wood  
County Councillor Julian Brazil  
District Councillor Michael Hicks  
Parish Clerk Marion Foster  
Three members of the Public

**336. APOLOGIES**

Cllrs Bond and Judd

**337. MINUTES**

Minutes of the Parish Council Meeting held on Wednesday, 1st February 2017, had been recirculated and read. Cllr Wood proposed and Cllr Smith seconded that the minutes be accepted. Minutes of the last Parish Council Meeting held on Wednesday, 1st March 2017, had been circulated and read. Cllr Harris proposed and Cllr Newman seconded that the minutes be accepted. Cllr Franks proposed and Cllr Harris seconded that the Site Planning Meeting Minutes of 3rd and 14th March 2017 be accepted. All were in agreement and both PC meeting minutes and planning minutes were signed as a true record.

**338. MATTERS ARISING**

None

**339. DECLARATIONS OF INTEREST**

Minute 347(b) - Cllrs Coupar and Wood

**340. PUBLIC QUESTION TIME**

Mr Josh Gardner introduced himself as the Conservative candidate in the Devon County Council elections. A member of the public queried as to whether the meeting between residents of Well Park and the Enforcement Officer had taken place, District Cllr Hicks confirmed it had. The matter of the wildlife corridor had been left in the hands of the land-owners, namely Bloor Homes

**341. COUNTY COUNCILLOR'S REPORT**

County Cllr Brazil confirmed that the road maintenance contract had moved from South West Highways to Skanska. There was a cabinet meeting next Wednesday and the road at Totnes Cross was on the Agenda, monies were being made available for repairs and hopefully work would start soon after Easter. Councillors raised the manhole covers on Blackpool Hill again, having established that the inquest on last year's fatal accident had taken place in December. The Parish Council had a letter ready to forward to Highways management expressing their concerns over the condition of the manhole covers. Cllr Brazil reported that County Education had had a 2.2 million overspend.

**342. DISTRICT COUNCILLOR'S REPORT**

Cllr Hicks reported that the Consultation on Regulation 19 was half way through and may be extended beyond 25th April. The Joint Local Plan has resulted in an advantage to the South Hams, as Plymouth was taking a lot of the development that would have been forced on South Hams. Councillors reminded Cllr Hicks that the PC was still awaiting answers and follow-up papers from the Planning Department following the planning seminar.

Cllr Hicks confirmed that he was resigning from the Executive from the beginning of May and as a result would have more time for local duties.

Councillors requested a statement from the Planning Department to clarify Class Q classification, i.e. with reference to redundant barns/structures change of use to possible residential property, and the rules surrounding being linked to agriculture in 2013, and for it to be placed within the minutes - Cllr Hicks forwarded a website link as follows:

<http://www.legislation.gov.uk/ukxi/2015/596/schedule/2/part/3/crossheading/class-q-agricultural-buildings-to-dwellinghouses/made>

And this link will take you to the part of the order on the procedure.

<http://www.legislation.gov.uk/ukxi/2015/596/schedule/2/paragraph/W/made>

### **343. COMMUNITY**

(a) Reported problems - letter re allocation of new build affordable housing by Devon Homechoice was read to the meeting. Cllr Hicks took the letter and promised to investigate. Other Councillors had been approached with regard to the allocation process of the new affordable houses. The PC had agreed the guidelines within a Letting Agreement with SHDC, Devon Home Choice and South West Housing, but the meeting felt an investigation needed to be conducted to check the agreement had been adhered to. Further details of the various complaints would be collated and referred to the allocation committee.

A resident had reported two new chalets having been erected on Leonards Cove site, possibly moveable.

(b) Police Report - a French Coach whilst turning in the Village Hall car park, had dislodged the small stone pillar at the entrance today. It had been reported to the Police by a Councillor.

(c) Red Telephone Box - the Chairman had been asked by a resident if any decision had been made on the telephone box, as they were willing to adopt it. Nothing had been notified at the current time.

(d) Website marketing - the meeting agreed that advertising on the website needed updating. Councillors agreed to review this again in June, after the Neighbourhood Plan consultation had been completed.

(e) Neighbourhood Plan - the draft plan had been circulated to all Councillors. Comments from the public consultation need to be included in the submission version. Councillors were looking forward to the Open Public Meeting on Monday, 10th April.

(i) Nomination of Stoke Fleming Playing Field as a Designated Green Space - Councillors are Trustees of the Playing Field. A final decision on this is taken at Devon County level - it gives value to the Green Space. An Open Space, Sport & Recreation Plan is included in the Neighbourhood Plan.

(ii) Strategic Environmental Assessment - Locality will provide technical support to complete this.

(f) Clubs/groups promotion event - the Chairman had been approached with an idea of an event similar to "Freshers Fair" where clubs and organisations in the parish have an open day and publicise what is on offer to younger residents and newcomers to the parish. All agreed to the event, which should be on a weekend, perhaps in September, with organisation starting before the summer holidays, therefore it should be added to the June Agenda.

(g) Blue Cedar Presentation - cancelled due to illness.

(h) Hillfield - revised and reduced planning scheme - as a courtesy Councillors had been invited to the Hillfield site for an informal meeting to view proposed plans, copies of which the Chairman circulated. They are decreasing the number of units and changing the style. No formal applications had been submitted as yet.

### **344. ROADS & TRANSPORT**

(a) Reported problems - an enquiry had been received by Highways with regard to possible yellow lines beside the disabled toilet in the village. The meeting agreed to invite Highways to come and have a look and discuss other possibilities.

### **345. MAINTENANCE**

(a) Reported problems - none

(b) Steps between Baileys Meadow and Church Road - a resident had complained about the poor state of these steps, reported on accidents that had taken place, and asked the PC to repair. Councillors agreed to investigate the matter further and report back.

(c) Village Hall Verge grass cutting - the Village Hall had taken on a new local contractor to manage the grass cutting around the Hall, which would include the verge that the PC pays for. An invoice would be sent to the Clerk for payment. A possible contact for other maintenance work within the village.

**346. PLANNING: APPLICATIONS**

**Woodbury Farm, Norton, Devon, TQ6 0NF** 0570/17/LBC Listed building consent for conversion of 3 barns to become 4 holiday units

**Woodbury Farm, Norton, Devon, TQ6 0NF** 0650/17/FUL Conversion of 3 barns to become 4 holiday units

**9 Bidders Close, Stoke Fleming, TQ6 0NZ** 0642/17/HHO Householder application for replacement of existing single storey side extension with new two storey side extension

**For Information: The Barn, Blatchmore Lane, Bugford, Dartmouth** 0791/17/PDM Prior approval for proposed change of use of agricultural building to 2 no. dwellinghouses (Class C3) and for associated operational development (Class Q(a+b))

**ENFORCEMENT CASES** Current enforcement list update

**347. FINANCE**

**a) BANK BALANCES**

Santander	£13,610.89	Statement dated 6 <sup>th</sup> March 2017
Lloyds Bank	£16,547.45	Balance at 31/03/17
Final Statement of Accounts for end of year 31/3/17 - completed and circulated by the Clerk		

Cllr Newman proposed and Cllr Harris seconded that the following cheques be approved for signature, all were in agreement

**b) ACCOUNTS TO BE PAID**

	£	
Nick Roberts	47.50	Shelter cleaning
Barry Morris	40.00	Website Administration
Ms M Foster	347.40	Clerk Salary
Hannah Abraham	34.00	Toilet Block cleaning
Hawthorns	54.00	Payroll (6 months)
Stoke Fleming Village Hall	500.00	Library Lease Donation
Citizens Advice South Hams	100.00	Donation
Luketom Ltd	251.99	Domain + Annual Hosting Fee
DALC	246.46	Annual Membership
Devon Wildlife Trust	77.40	Neighbourhood Plan resource map
Stoke Fleming Village Hall	72.00	Room Hire - NP & PC
Stoke Fleming Village Shop	53.95	Cleaning supplies (6 months)
The Stoke Fleming Magazine	50.00	NP donation for distribution
Keith Ellis	435.00	Football/Shower Block finishing
Devon County Council Highways	66.93	School Signs
Evergreen South West Ltd	12.00	Village Hall Verge Grass Cutting
SHDC	150.00	NP Pre submission draft plan Maps
Mr S Coupar	46.20	NP Banners for Open Meeting

**348. DATES**

Neighbourhood Plan Open Meeting	10th April	3 - 8pm SF Village Hall
Annual Parish Meeting	26th April	7pm SF Village Hall, RH room
Parish Council Annual Meeting	3rd May	7pm SF Village Hall, RH room

**349. ANNUAL PARISH MEETING**

Five Speakers had all been contacted and agreed to attend.

**350. PARISH CLERK**

Cllrs Franks, Newman and the Clerk had interviewed two applicants for the position. Following a full discussion the majority of the Councillors agreed to offer the position to Miss Judy Talbot.

There being no further business the meeting closed at 10 pm

The next monthly meeting of the PC will be held on 3rd May 2017, in the Village Hall at 7.00pm to include the Annual Meeting.